

# AUTHOR'S INSTRUCTIONS FOR PREPARING PMC2004 FINAL ABSTRACTS

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For each conference presentation, an abstract is required that summarizes the presentation. The abstract submission process has several steps: (1) submission of a preliminary, initial abstract, by January 5, 2004, (2) notification of abstract acceptance, by February 16, 2004, and (3) submission of full paper, in print ready form, by May 3, 2004.

The final abstract length should not exceed 1 page, as the book of abstracts will adhere to a 1 page per abstract printing. The final abstract must contain (1) the presentation title, (2) names of the presentation authors, and (3) contact information for the corresponding author, including authors' postal and e-mail addresses. Templates for the preparation of the abstracts in LaTeX, Microsoft Word, and FrameMaker formats may be found on the PMC2004 website (<http://www.esc.sandia.gov/pmc04.html>). Once the abstract is prepared please convert the abstract to PDF format. All abstracts must be submitted in electronic form via the web. **Only PDF files will be accepted.** (LaTeX, Microsoft Word, FrameMaker or text files will NOT be accepted).

The final abstract is to be prepared using the following format:

- Margins: 0.5" margins left and right, 0.6" margin at top, 0.5" margin at bottom
- Title in 14 pt bold Helvetica (or similar san serif font), centered, small caps
- Author names in Bold
- For Word and FrameMaker, Times New Roman font at 12 pt
- For LaTeX, 12 pt article documentclass
- Embed all fonts in the final PDF file, e.g., for Adobe Distiller, select "Job Options", and click "Embed Font")
- 1 line spacing between title and authors
- 1 line spacing between authors and affiliations
- 2 line spacing between affiliations and abstract body
- 1 line spacing between abstract paragraphs
- No paragraph indents
- 1 line spacing between abstracts and references
- No line spacing between listed references
- Equations and figures may be included
- "References" heading in bold type as shown below
- References numbered and indented as shown below, no line spacing between listed references

## References

[1] T. Belytschko, Y. Lu, and L. Gu, "Element-Free Galerkin Methods," *International Journal for Numerical Methods in Engineering*, v. 37, p. 229-256, 1994.